

Approved on:
July 18, 2017

Thursday, June 22, 2017
12:00 – 2:00pm
City Hall, Meeting Room 264,
2nd Floor

The Board of Directors for CityHousing Hamilton - Special meeting

There were present:

Councillor C. Collins, President
Councillor M. Green, VP/Treasurer
Tom Hunter, CEO/Secretary
Councillor D. Conley
Councillor Jackson
Jacqueline Aird
Carmen Filice
Tony Lemma
Patricia Reid

Regrets:

Councillor J. Farr

Also Present:

CHH Staff: Amy Barrett, Rochelle, Desouza,
Kathy McInnes, Donna Kirchknopf, Bernice
Lilley, Brian Kinaschuk, Dave Pangborn,
Matt Bowen, Sean Botham
Housing Services Division: Adam
Sweedland

1. **CALL TO ORDER** (Quorum is five)

Councillor Collins, President, called the meeting to order at 12:02p.m.

Tom Hunter introduced Amy Barrett, Acting Administrative Assistant to the CEO.

2. **Conflict of Interest Declaration**

Tony Lemma confirmed that he is no longer actively working on the LRT Connector program.

3. **Confirmation of Minutes**

a) **Regular meeting held on May 30, 2017**

It was moved by Patricia Reid, seconded by Carmen Filice and carried that the minutes of the meeting held on May 30, 2017 be approved as distributed.

4. **500 MacNab – Tower Renewal Funding Applications**

The Board was in receipt of Recommendation Report #17018 from the CEO/Secretary dated June 22, 2017.

Rochelle Desouza gave an overview of the report, highlighting the borrowing rates and the Shareholder direction requesting to refinance, leverage equity and generate capital. This report, if approved by the CHH Board of Directors today, will be forwarded to the Shareholder meeting this afternoon for Council's approval.

It was moved by Councillor Conley, seconded by Tony Lemma and carried:

That, in accordance with the terms of the Shareholder Direction from the City of Hamilton to CityHousing Hamilton Corporation approved June 13, 2012, the City, in its capacity as sole shareholder approve the refinancing of 500 MacNab as set out in Document 1 and under the conditions described in this report.

5. Safety & Security Capital Requirements

The Board was in receipt of Recommendation Report #17019 from the CEO/Secretary dated June 20, 2017.

Matt Bowen gave an overview of the report, highlighting the Safety & Security strategy, data and scope of the work for properties needing upgrades for higher safety that will be an added cost per location as noted in the report.

A budget for each property will be prepared and implemented in the 2018 capital budget.

Councillor Green commented on the recent CHH fire fatality and the devastating tower fire in the UK. A communication strategy would be beneficial and proactive, confirming that the cladding materials in CHH's high and low rise building retrofits are fire safe and not a fire accelerant.

Tom Hunter will send out a communication note to the Board, CHH website, the next Resident newsletter and Resident AGM's, regarding the cladding materials used in CHH buildings.

Councillor Green took the Chair.

Councillor Collins made reference to a Toronto CCTV policy noted on their website regarding the safety camera purpose and the length of time tape/recordings are kept on file. This might be helpful in creating a policy for CHH's camera security system.

Councillor Collins resumed Chair.

It was moved by Councillor Tony Lemma, seconded by Councillor Green and carried:

That Report # 17019 be received for information.

6. CEO Information Written Updates

The Board was in receipt of the revised, adding Item 1.3, written CEO Information Updates, from the CEO/Secretary dated June 22, 2017.

Tom Hunter gave an overview of each update:

1.1 Sale of Single and Semi-Detached Homes

1.2 Site Staff Model

Direction from the Board that staff report quarterly on the new staffing model once implemented in October 2017.

Motion by Councillor Jackson, seconded by Carmen Filice and carried to report back to the Board on a quarterly basis on the progress of the new

staffing model.

1.3 22nd Annual Senior of the Year Awards

It was moved by Councillor Conley, seconded by Jacqueline Aird and carried:

That the CEO written updates be received for information.

New Business

Special Meeting scheduled for Tuesday, July 18th from 12noon to 1:30p.m., City Hall – 8th floor, Boardroom 830,

Councillor Collins made reference to the recent CHH fire fatality and thanked CHH staff for all their work that was above and beyond the regular call of duty to support everyone affected by this tragedy.

The Board requested to move In-Camera (Private & Confidential) conversation regarding the fire investigation, legal and insurance matters.

Motion to move conversation in-camera by Councillor Jackson, seconded by Patricia Reid and carried that the Board move in-camera

Pursuant to Section 8.1, Sub-sections (b), (d), (e) and (f) of the Procedural By-law 14-300, and Section 239(2), Sub-sections (b), (d), (e) and (f) of the Ontario Municipal Act, 2001, as amended, as the subject matters pertain to personal matters about an identifiable individual, litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and, the receiving of advice that is subject to solicitor-client privilege, including communications necessary for that purpose

Attendance: everyone noted above except for Councillor Green. Councillor Green left the meeting earlier.

Tom Hunter gave a brief update and noted that the insurance company will forward their standard operating information at the conclusion of the investigation.

Motion to move out of Camera by Councillor Jackson, seconded by Jacqueline Aird and carried to move to open session.

7. ADJOURNMENT at 12:58pm

Motion by Councillor Conley seconded by Tony Lemma and carried that the meeting be adjourned.

TAKEN AS READ AND APPROVED

**CHAD COLLINS, PRESIDENT
CityHousing Hamilton Corporation**

Teresa Herechuk
CityHousing Hamilton Corporation
June 22, 2017